

CONFIDENTIAL

PHYSICAL SECURITY DIVISION

HIGHLIGHTS FOR NOVEMBER 1974

During this reporting period, a total of 21 comprehensive security surveys were conducted at the following installations:

25X1A

An extensive investigation concerning two missing documents from an outgoing field pouch was conducted. As a result, recommendations were provided the appropriate Headquarters element relative to initiating new procedures which should mitigate the future mishandling of outgoing pouch material.

Headquarters Security Branch personnel met and escorted representatives from two foreign TV networks during the past month. Members of a Swedish TV network and the British Broadcasting Company were given permission by the Special Assistant to the DCI to take movies from outside the compound at the Parkway and Route 123 gates.

Occurred

A representative of Headquarters Security Branch provided on the scene reporting and assistance <sup>as</sup> a bank robbery attempt at the Lynn Building in Rosslyn. <sup>The officer</sup> he directed and assisted the FPOs in Magazine Building in clearing personnel away from the windows and areas of possible danger. Agency personnel were warned of the dangerous situation that existed as they departed at the close of business from the Key, Ames and Magazine Buildings.

The Mail Surveillance Program conducted by the Mail and Courier Branch, OL declared five items suspect during the reporting month. These items were radiographed, inspected and declared safe by the Safety Branch. This brings this year's total to sixteen suspect items processed by the Branch.

25X1A

A Safety Orientation Course was presented to a group of security officers at [REDACTED] during the reporting month.

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Six inspections were conducted concerning Industrial Hygiene and Life Safety Codes. One of these inspections resulted in the closing of the Office of Communications Encapsulation Process at [REDACTED] until such time as an analysis of the safety hazards is made and corrective action taken to provide a safe work environment.

25X1A

PHYSICAL SECURITY DIVISION

Office of Security

Monthly Report NOVEMBER 1974

Monthly

Cumulative  
Total FY-75

1.

25X1A

2.

PhySD Monthly Report for NOVEMBER 1974 (Continued)

	<u>Monthly</u>	<u>Cumulative Total FY-75</u>
SECURITY VIOLATION PROGRAM		
Headquarters Investigations Completed	<u>60</u>	<u>320</u>
Overseas Violations Correlated	<u>20</u>	<u>123</u>
SECURITY SUPPORT ASSIGNMENTS FOR SENIOR AGENCY OFFICIALS (Capitol Hill Appearances, Escorts, etc.)		
	<u>5</u>	<u>12</u>

3. HEADQUARTERS ACTIVITIES

Security Duty Office

Incidents Involving Written Reports	<u>107</u>	<u>453</u>
Security Assistance Cases	<u>1,471</u>	<u>8,395</u>
Security Inspections of Agency Facilities	<u>240</u>	<u>1,094</u>

Security Services

Security Equipment Service Calls	<u>757</u>	<u>9,947</u>
Special Support Assignments	<u>10</u>	<u>154</u>
Escort Assignments	<u>645</u>	<u>3,141</u>
Armed Escort Assignments	<u>9</u>	<u>185</u>

4. SAFETY

Safety Surveys	<u>1</u>	<u>7</u>
Special Safety Inspections	<u>12</u>	<u>37</u>
Accident Investigations	<u>2</u>	<u>9</u>
Accident Reports Processed	<u>65</u>	<u>260</u>
Analytical and Statistical Reports Prepared	<u>7</u>	<u>9</u>

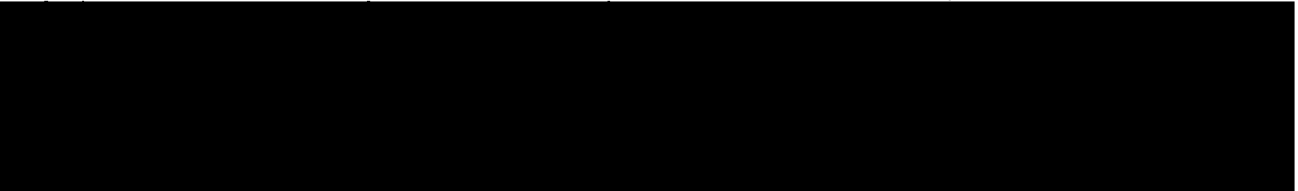
PhySD Monthly Report for NOVEMBER 1974 (Continued)

	<u>Monthly</u>	<u>Cumulative Total FY-75</u>
4. SAFETY (continued)		
Training and Briefing Sessions	<u>21</u>	<u>53</u>
Safety Literature Distributed	<u>1,325</u>	<u>18,189</u>
Fire Alarm Tests Conducted	<u>1</u>	<u>5</u>
Support Actions	<u>12</u>	<u>107</u>
5. <u>PHYSICAL SECURITY DIVISION TRAVEL</u>		
Man-days on Overseas TDY	<u>62</u>	<u>172</u>
Man-days on Domestic TDY	<u>12</u>	<u>79</u>
Total Man-days on TDY	<u>74</u>	<u>251</u>
6. <u>PHYSICAL SECURITY DIVISION PERSONNEL IN TRAINING</u>		
Man-days in Internal Training	<u>3.8</u>	<u>44.8</u>
Man-days in External Training	<u>.8</u>	<u>27.1</u>

PHYSICAL SECURITY DIVISION

HIGHLIGHTS FOR NOVEMBER 1974

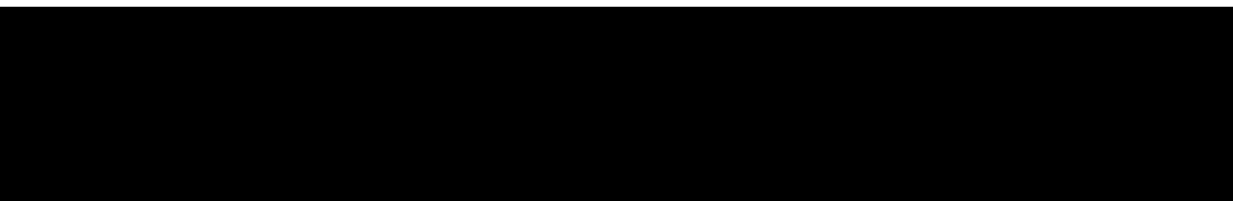
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PHYSICAL SECURITY DIVISION

Office of Security

Monthly Report NOVEMBER 1974

Monthly

Cumulative  
Total FY-75

1.

25X1A

2.

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PhySD Monthly Report for NOVEMBER 1974 (Continued)

	Monthly	Cumulative Total FY-75
SECURITY VIOLATION PROGRAM		
Headquarters Investigations Completed	60	320
Overseas Violations Correlated	20	123
SECURITY SUPPORT ASSIGNMENTS FOR SENIOR AGENCY OFFICIALS (Capitol Hill Appearances, Escorts, etc.)		
	5	12

3. HEADQUARTERS ACTIVITIES

Security Duty Office		
Incidents Involving Written Reports	107	453
Security Assistance Cases	1,471	8,395
Security Inspections of Agency Facilities	240	1,094

Security Services		
Security Equipment Service Calls	757	9,947
Special Support Assignments	10	154
Escort Assignments	645	3,141
Armed Escort Assignments	9	185

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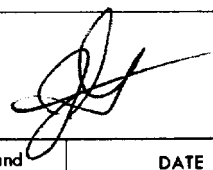
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**ROUTING AND RECORD SHEET**

SUBJECT: (Optional)				
FROM:  C/PhySD/OS 		EXTENSION	NO.	
			DATE 10 Dec 1974	
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. C/PPG				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

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